

TUSLA PRE- REGISTRATION REGULATORY INSPECTION REPORT

Inspection Due to a Proposed Change of Circumstances

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| Tusla I.D: | TU2015DY077 |
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| Name of Service | Tippy Toes Early Years Service, Aylward Green |
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| Address of Service: | Focus Ireland – Aylward Green, Cappagh Road Finglas, Dublin 11 |
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| Email Address: | elaine.fleming@focusireland.ie |
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| Name of Registered Provider: | Elaine Fleming |
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| Type of Proposed Service: | Full Day Care | | Part-Time | | Sessional | |
| | Drop-In | ✓ | Childminding | | Temporary | |

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| Proposed change: | The proposed changes requested are as follows. <ul style="list-style-type: none"> • Change opening times to 10am until 12pm • Change age profile from birth to 6 years • Change service type to a Drop-in service |
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| Proposed Number of Children: | 16 |
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| Recommended Change Following Inspection: | Approve all changes |
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| Registered change: | Change in Service Type from Sessional to Drop In Change in Age Profile from 1 –5 to 0 – 6 years |
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| Date of Inspection: | 1 | 9 | 0 | 9 | 2 | 0 | 2 | 3 |
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| Inspection undertaken by: | M Foley |
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| Title: | Early Years Inspector |
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| Tusla Early Years Inspectorate Address: | 2 nd Floor, Unit 4&5 Nexus Building Block 6A, Blanchardstown Corporate Park, Dublin 15. |
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| Rationale for Inspection: |
| Proposed Change of Circumstance |

Note: For Office use only, to be completed by Registration Office

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| Registration Status: | Registered Drop In Service for 16 Children |
| Date of Registration | 12 th October 2023 |

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Authority to Inspect

The Tusla Early Years Inspectorate carries out inspections of Early Years Services under Section 58(D) of the Child Care Act 1991 (as inserted by Section 92 of the Child and Family Agency Act 2013).

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| Description of Service | The service opened in 2002. The proposed change in circumstances is to change from a sessional and part-time service for children aged between 1 and 5 years old to a drop-in childcare service for a maximum of 16 children aged from birth to 6 years old. The proposed opening times are 10am to 12pm daily. |
| Premises | Tippy Toes childcare service is in Focus Ireland Complex in Finglas. There is a large well-resourced care room, a kitchen and an outdoor play area at the rear of the premises. |
| Staffing | On the day of inspection there were 4 staff members at the service and available to work with the children at the proposed drop-in service. |
| Methodology | <p>The inspection was an announced inspection to assess compliance with the Childcare Act 1991 (Early Years Services) Regulations 2016 and Childcare Act 1991 (Early Years Services) (Amendment) Regulations 2016. The Inspection focused on regulations under the following themes; Governance, Health, Welfare and Development of the child, Safety and Premises.</p> <p>The findings on inspection based on information obtained through examination of documentation, direct observation, and discussion with relevant staff are documented in the inspection report and taken into consideration when making a decision in relation to registering the change in circumstance. The Inspectorate reserves the right to edit responses received for reasons including: clarity; completeness; and compliance with administrative and legal processes. The contents of the report are compiled by the inspectorate body.</p> |
| Acknowledgements | The Inspector wishes to acknowledge the cooperation of the registered provider and staff who were present on the day of the inspection. |

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Part III - Management and Staff

Regulation 9 – Management and Recruitment

(1) A registered provider shall ensure that—

(a) the service has a designated person in charge and a named person who is able to deputise as required.

Requirement met:

The registered provider is the named person in charge and the named person who can deputise was at the service on the day of inspection.

Part III - Management and Staff

Regulation 11 -Staffing Levels

(1) Subject to this Regulation, a registered provider shall ensure that there is at all times an adequate number of adults working directly with the children attending the pre-school service.

(8) Without prejudice to paragraphs (2) to (7)—

(b) a childminder shall ensure that a second person familiar with the operation of the service and in a position to provide assistance to the childminder in operating the service is, at all times, within close distance of the service and available to attend the service to assist the childminder in the event of an emergency, and

(c) a registered provider of a sessional pre-school shall ensure that, where the person in charge operates the service single-handedly, a second person familiar with the operation of the service and in a position to provide assistance to the person in charge in operating the service is, at all times, within close distance of the service and available to attend the service to assist the person in charge in the event of an emergency.

(6) A registered provider of a preschool service in a drop-in centre or a temporary pre-school service shall ensure that at all times the minimum ratio of adults to children specified in column (3) of Part 3 of Schedule 6 opposite a particular reference number in column (1) of that Part in respect of the age range of the children specified in column (2) thereof at that reference number is satisfied.

Requirement met:

(1) The registered provider stated that 4 staff who currently work at the service will continue to work at the proposed drop-in service with a maximum of 16 children aged from birth to 6 years old. The requirement has been met.

(8)(b) & (c) Not applicable as it is proposed to operate a drop-in service with 4 staff members.

(6) The registered provider stated that the minimum ratio of adults to children specified will be maintained at the drop-in service. Four childcare staff who currently work at the service will work at the proposed drop-in service with a maximum of 16 children.

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Part V - Care of Child in Pre-school Service

Regulation 20 - Facilities for Rest and Play

- (1) Subject to this Regulation, a registered provider shall ensure that—
- (a) having regard to the number of pre-school children attending the service, their respective ages and the amount of time they spend on the premises, there are adequate and suitable facilities for each child to play indoors and, where required by these Regulations, outdoors, during the day, and
 - (b) there are adequate and suitable facilities for a pre-school child to rest during the day, and in the case of an overnight pre-school service, during the day and the night.
- (2) A registered provider—
- (b) of a full day care service, a part-time day care service, a sessional preschool service or a childminding service that moves premises on or after 30 June 2016, shall ensure that a suitable, safe and secure outdoor space to which the preschool children attending the service have access on a daily basis is provided on the premises.
- (3) A registered provider of a full day care service, a part-time day care service or a childminding service, other than such a service to which paragraph (2) applies, shall ensure that—
- (a) a suitable, safe and secure outdoor space to which the pre-school children attending the service have access on a daily basis is provided on the premises or
 - (b) where no such space is provided, the preschool children attending the service have access on a daily basis to an outdoor service
- (4) Where outdoor space to which the pre-school children attending the service have access is provided on the premises of a sessional pre-school service other than such a service to which paragraph (2) applies, a temporary pre-school service or a pre-school service in a drop-in centre, the registered provider shall ensure that such outdoor space is suitable, safe and secure.
- (5) Where pre-school children attending a sessional pre-school service other than such a service to which paragraph (2) applies, a temporary pre-school service or a pre-school service in a drop-in centre have access to an outdoor space other than such a space specified in paragraph 4, the registered provider shall ensure that such outdoor space is suitable.

Requirement met:

- (1)(a) There were adequate and suitable facilities for a maximum of 16 children to play in the care room taking into account the children proposed to attend from birth to 6 years.
The low-level table, chairs and low accessible shelving was maintained and met the needs of the children.
Low chairs with safety straps were available if needed.
The room was equipped with suitable toys and equipment for the age range proposed.
- (b) There were several rest and relaxation areas including a cosy bench area with cushions, a large yellow couch, a mat with cushions.
The service does not and is not registered to provide overnight care.
A cot, cot linen and a sleep mat with associated bed linen is available if needed.
- (2)(b) Not applicable as the proposal is for a drop-in service only.
- (3)(a) and (b) Not applicable as the proposal is for a drop-in service only.

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| | <p>(4) The outdoor play area is located at the rear of the premises and is accessed from the care room. The area is secure with a green metal fence on the exterior and a wooden fence to the inside.</p> <p>The surface of the outdoor play area was covered with an artificial all weather synthetic grass. Toys such as large blocks, trucks, buggies, soft mats and soft ball were stored in the storeroom and ready for use.</p> <p>(5) Not applicable as the service was registered in 2020 and has an outdoor play area on site.</p> |
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Part V - Care of Child in Pre-school Service

Regulation 22 – Food and Drink

A registered provider shall ensure that adequate and suitable, nutritious and varied food and drink is available for each pre-school child attending the pre-school service.

Requirement met:

- A healthy eating policy was available.
- Two fridges are available to store perishable foods.
- Milk and drinking water are available throughout the day.
- The service has cereals, snacks, cheese and fruit available for the children.

Part VI – Safety

Regulation 23 - Safeguarding health, safety and welfare of child

A registered provider shall ensure that all reasonable measures are taken to safeguard the health, safety and welfare of a pre-school child attending the service and that the environment of the service is safe.

Requirement met:

The following measures were in place.

- The main entrance door was locked when the inspector arrived. Reception staff manage entrance and exit from the premises. An intercom system was in place.
- The care room, the low-level table and chairs, toys and equipment were maintained and the space was well layed out to help maintain the safety of children and staff.
- A square concrete pillar in the centre of the care room was padded to help make the corners softer and safe.
- The openable windows had restrictive opening devices fitted.
- A hook to keep the door to the outdoor play area safely open was in place and it was out of reach of the children.
- The outdoor area was securely fenced, and the all-weather surface was intact.
- Warm water, liquid soap and paper towels were available in the sanitary areas. Foot operated pedal bins were also available.
- Nappy changing facilities were available in the sanitary area beside the entrance door to the care room.

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- Fire exits were unobstructed, staff were aware of the routes to be taken in an emergency.

Part VI - Safety

Regulation 25 – First Aid

- (1) A registered provider shall ensure that a person trained in first aid for children is, at all times, immediately available to the children attending the pre-school service.
- (2) A registered provider shall ensure that a suitably equipped first aid box for children—
- is safely stored in an easily accessible and conspicuous position on the premises, and
 - is available to the children attending the pre-school service at all times.

Requirement met:

- (1) There was two First Aid Responder (FAR) certificates available for inspection the expiry dates were 11/08/25 and 17/11/23.
- (2) (a) and (b) There was a suitably equipped first aid box in the care room. It was stored on a high hook and it was out of reach of the children.

Part VI – Safety

Regulation 26 – Fire Safety Measures

- (1) A registered provider shall ensure that a record in writing is kept of—
- any fire drill that takes place in the premises, and
 - the number, type and maintenance record of fire fighting equipment and smoke alarms in the premises.
- (4) A notice of the procedures to be followed in the event of fire shall be displayed in a conspicuous position in the premises.

Requirement met:

- (1)
- Fire drill records and templates to record fire drills were available for inspection.
 - In-date maintenance records for the fire fighting equipment and smoke alarms were available for inspection.
- (4) A notice of the procedures to be followed in the event of a fire was on display.

Part VI – Safety

Regulation 28 – Insurance

A registered provider shall ensure that the pre-school service is adequately insured.

Requirement met:

A copy of the services insurance certificate for a maximum of 16 children and with an expiry date of 31/12/23 was available for inspection.

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Part VII – Premises and Space Requirements

Regulation 29 – Premises

A registered provider shall ensure that the premises of the service are—

- (a) of sound and stable structure,
- (b) safe and secure,
- (c) kept adequately lit, heated and ventilated,
- (d) cleaned, maintained and repaired, as required, and
- (e) equipped with adequate and suitable sanitary facilities.

Requirement met:

(a) The premises appeared to be of a sound and stable structure.

(b) When the Inspector arrived the gate with an intercom system was securely closed. Staff from reception manage access and a visitors' book was available to sign in. Exit from the building is safe and secure as the door is safely locked with a door release button which is out of reach of the children.

(c) The care room and sanitary facilities were adequately lit, heated and ventilated. The heating is through an underfloor heating system and the control system is in the care room. Staff were aware of how to operate it. Low openable windows had restrictive opening devices in place.

(d) The pre-school service areas were clean, maintained and in good repair.

(e) The preschool service had 2 separate sanitary areas, each had a toilet and wash-hand basin. Additionally, one area had a wall mounted nappy changing unit with a changing mat ready for use.

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Part VII – Premises and Space Requirements

Regulation 30 – Minimum Space Requirements

- (1) *Subject to paragraphs (2) to (6), a registered provider shall ensure that adequate clear floor space is available in the premises for the work, play and movement of children attending the pre-school service.*
- (2) *A registered provider of a full day care service or a part-time day care service shall ensure that the minimum amount of clear floor space specified in column (3) of Schedule 7 opposite a particular reference number specified in column (1) of that Schedule in respect of the age range of children specified in column (2) thereof at that reference number is available for each child in that age range attending the service.*
- (3) *A registered provider of a sessional pre-school service or a pre-school service in a drop-in centre shall ensure that a minimum of 1.818 square metres of clear floor space is available for each child attending the service.*
- (4) *Where a registered provider contemporaneously provides—*
 - (a) *a sessional pre-school service, and*
 - (b) *a full day care service or a part-time day care service, or both, the minimum clear floor space applicable for the duration of the sessional preschool service in respect of the children attending that service shall be the floor space specified in paragraph (3).*
- (5) *A registered provider of a temporary pre-school service shall ensure that a minimum of 2 square metres of clear floor space is available for each child attending the service.*

Requirement met:

- (1) There was adequate clear floor space in the care room for the proposed drop-in-service. The space available was 47.76m² and can accommodate 16 children aged from birth to 6 years old.
- (2) Not applicable as the proposal is for a drop-in service only.
- (3) The requirement has been met.
- (4) (a) and (b) Not applicable as the proposal is for a drop-in service only.
- (5) Not applicable as the proposal is for a drop-in service only.